

DELAWARE PUBLIC PURCHASING ASSOCIATION, INC.
FIRST QUARTER MEETING

Minutes of Tuesday, March 2, 2010

The First Quarter meeting of the Delaware Public Purchasing Association (DPPA) for 2010 was held at the Air Mobility Museum, Dover, DE.

Present in attendance: Andria Smith and Ruth Kowalski, New Castle County; Charlie Boyer, Town of Smyrna; Andy Anderson and Peter Gregg, City of Dover; Kim Cuffee, DSP; Lisa Tusick, Town of Bethany; Mike Sabol, retired; Paul Giery, Dept. of Corrections; Janet Schukoske, ERP; Tina Austin and Phil Ceresini, City of Wilmington; George Nader, Region II Representative.

Opening of the Meeting – Ruth

Ruth Kowalski, 1st Vice President, called the meeting to order at 10:15 a.m. She welcomed George Nader, NIGP Region II Representative.

Reading of the Minutes

Ruth asked for a waiving the reading of the minutes.

A motion was made by Mike Sabol and seconded by Charlie. The minutes were passed unanimously.

Treasurer's Report – Kim

The treasurer's report was read by Kim Cuffee (copy attached)

Previous Balance	\$8,963.88
Income	555.00
Expenses	1,285.38

A motion was made to accept the Treasurer's Report as written by Pete, seconded by Charlie; passed unanimously.

Discussion was held on rolling over the current CD for another six months. Motion was made to roll over the CD by Andria and seconded by Mike; passed unanimously.

Finance – Paul

Paul presented the tentative budget. Discussion was held around membership, awards and scholarships, education, and public relations committee funding. A

motion was made by Pete and seconded by Kim to approve the budget with the following changes.

Increase Awards and Scholarships \$500. new total \$5,500.

Decrease Education \$250. new total \$250.

Decrease Membership \$150. new total \$150.

Decrease Public Relations \$100. new total \$200.

A recommendation was made by Mike to include the actual expenses on the budget form.

Program – Janet

Received DVD from Price on a speaker from the 2009 Forum to use for the program in September.

January 2011 – Full attention will be devoted to the regional conference

Chapter Liaison – Sussanne

Ruth reported that all changes including the roster has been submitted to the NIGP.

Awards & Scholarships – Pete

Ruth and Pete will be reviewing the program.

Membership – Pete

Meeting information will be advertised through News Zap. Pete also continues to review bids advertisements for potential new members.

Professional Development – Andria

No Report

Public Relations – Cliff

A suggestion was made to participate as a group in a benefit walk. Also a reminder was made about Purchasing Month.

Strategic Planning – Sussanne

Ruth passed out a copy of the plan for review.

Historian – Kim

No Report

2011 Regional Conference – Janet

Any ideas of a hotel location should be sent to Janet

Unfinished Business - All

Pete – By-laws will be reformatted and available on the DPPA website by the next DPPA quarterly meeting.

New Business – All

Forum – San Antonio, Tx August 12 -17, 2010 Early registration ends April 30th

March is Purchasing Month, Sussanne will be sending out a weekly game for all Members.

Thank you to Amy Homa and group for a job well done on updating the DPPA Website. Pete made a motion to give a certificate of appreciate for the work, Mike seconded; passed unanimously. Kim will have the certificate made.

Mike made a motion to donate \$100.00 to the Air Mobility Museum, Andria seconded; passed unanimously.

A drawing was held for the 2010 Region II conference. Andria Smith was the winner.

Lunch and tour of Museum

Program – George Nader, NIGP Region II Representative

2009 Region II Conference hosted by PAPPa had 80 delegates, 47 vendor tables, and net profit of \$15,000.00.

2010 Region II Conference hosted by Washington DC will be in October. No additional information is available.

George provided clarification on Chapter Relations Representative. The position is a committee function and fosters communications of the various chapters to NIGP.

2010 Annual Forum will be held in San Antonio with most events held at the Marriott River Center. NIGP has created a “tool kit” to assist members in selling the benefits of attending the conference to your agency.

Upcoming Annual Forums:

- 2011 Washington DC
- 2012 Seattle, WA
- 2013 Orlando, FL
- 2014 Philadelphia, PA
- 2015 Kansas City, MO

He presented educational opportunities including webinars and PAPPAs face to face seminars that are up coming.

Membership benefits

- Online dictionary – Free of charge dictionary of purchasing terms
- Member guide – Sources and benefits of membership
- Specification Library – Bids already prepared by other agencies
- Consulting Services – Fee based

DPPA thanked George for attending and sharing the information.

The second quarter meeting will be a joint meeting with PAPPAs on May 24, 2010. The meeting will be held at the Delaware River Port Authority.

Adjourn – Ruth 2:12 p.m.

Respectfully submitted,

Andria D. Smith, CPPB
Member of DPPA